



Burton Customer Service Centre

East Staffordshire Borough Council

**Market Place
Burton on Trent**

**Remodelling and Refurbishment of
Burton Customer Service Centre**

Feasibility Estimate Nr.1

February 2018

BURTON CUSTOMER SERVICE CENTRE

MARKET PLACE, BURTON ON TRENT

**REMODELLING AND REFURBISHMENT OF BURTON CUSTOMER
SERVICE CENTRE**

FEASIBILITY ESTIMATE NR.1

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1.00 Proposed Works

- .01 Appleyard & Trew LLP have been appointment by East Staffordshire Borough Council to prepare a feasibility cost report associated with the remodelling and refurbishment of the Burton Customer Service Centre.
- .02 Burton Customer Service Centre is run by East Staffordshire Borough Council and located on Market Square, Burton on Trent.
- .03 The feasibility costings within this report are based upon the initial design proposals prepared by Pozzoni Architecture and received by Appleyard & Trew LLP on 30 January 2018. The proposals briefly comprise the remodelling of existing Service Centre Reception area to form:-
- New Secure Reception.
 - New Interview Rooms – 2nr.
 - New Offices.
 - Alterations to Customer Services Desk.
- .04 This feasibility cost report has been prepared following a review of the drawings/layout proposals and discussions with Pozzoni Architecture via email 14 February 2018 and confirmation of the overall scope of the scheme.
- .05 Costs have been included to the work areas only as highlighted in the initial design proposals.

2.00 Information Used

.01 The following drawn information has been used in the preparation of this report;

- Briefing/Scoping telephone conversation between Appleyard & Trew LLP and Pozzoni Architecture and the following drawings:-

Drawings:-

- P5022 – 1111 – A Existing Ground Floor Plan
- P5022 – 1301 – A Ground Floor Plan Version 1
- P5022 – 1311 3D View Version 1

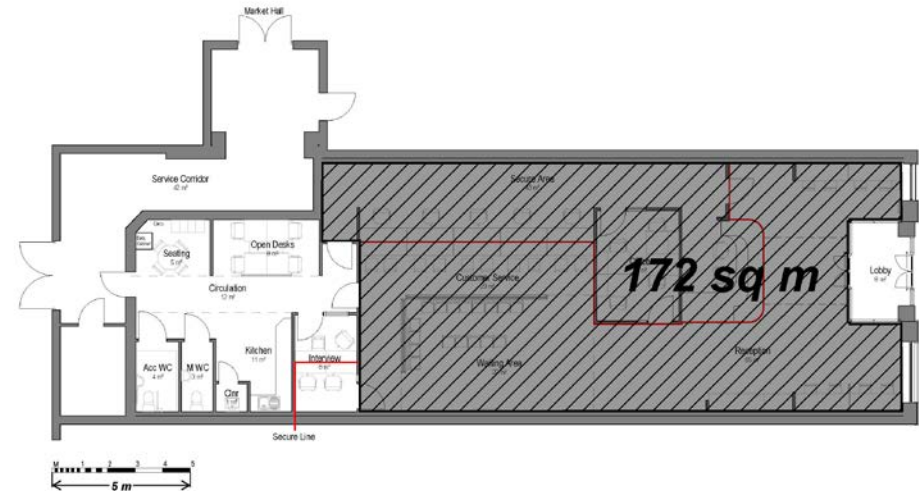
Photographs:-

- Photographs taken by Pozzoni Architecture.

3.00 Floor Areas

.01 The gross internal floor areas of the applicable works have been calculated by Appleyard & Trew as follows:-

Reception Area	65 m ²
Office	12 m ²
Customer Service Area	23 m ²
Waiting Area	29 m ²
Secure Area	43 m ²
Total	172 m²



.02 Refer to Pozzoni Architecture initial design proposal document for identification of areas.

.03 Please refer to sketch below for areas of proposed works; no costs are included within this cost report for works outside of the shaded areas other than making good and minor works to Managers Desk location.

Burton Customer Service Centre / Existing Ground Floor Plan pozzoni

4.00 Exclusions/Assumptions

.01 The following items are excluded from the figures contained in the Cost Summary (see Section 5.00)

- Removal of any asbestos based material.
- Upgrading any significant items of services plant/equipment.
- Replacement of additional items of loose furniture/equipment unless stated in the Cost Summary.
- Works outside areas referred to Section 3.00.
- Inflation beyond 1st Q 2018.
- Professional Fees.
- FF&E (loose furniture/equipment).
- IT.
- VAT.

.02 Costs have been calculated on the basis the works will be competitively tendered to a minimum of 4nr contractors. Should this project be negotiated within single source contractor then the construction costs would attract a premium of between 10 – 20%.

.03 It is noted that the works will be carried out outside of normal working hours defined as:-

Weekdays 09:00 – 17:00

Saturdays 09:00 – 12:00

This will attract a significant cost premium which we have identified on the Cost Summary in Appendix A.

.04 Costs are based on current prices (IQ 2018). It should be noted that construction costs/tenders are currently rising at a level equating to 3% per annum.

5.00 Feasibility Cost Summary

.01 The following is a Cost Summary of the proposed works defined in Section 1.03.

Cost Summary

Cost Category £

Building Costs

- Customer Service Area
(refer to breakdown in Appendix A) 86,644

FF&E Excl

Inflation Excl

Sub Total 86,644

Client Contingency/Risk 10% 8,664

Total 95,308

.02 It should be noted that an enhanced Preliminaries allowance is included to reflect the nature of the works (outline of normal working hours).

Appendix A
Cost Breakdown

Burton Customer Service Centre

Pozzoni Proposals_Ground Floor Plan Version 1

February 2018

	Quant	Unit	Rate	Total
Demolitions / Alterations				
Remove flooring where required	172	m2	5	860
Remove reception desk, 5th customer service desk, 4 stud walls that enclose existing office, stud wall that is existing entrance to secure area and desk to new secure reception; strip out services etc	1	itm	3500	3,500
Remove glazed end panel and make good the frame	1	itm	1000	1,000
Internal Walls				
Supply and fix stud partition to form new office, Interview 1 and 2 and wall between secure area and secure reception; to include plywood pattress where required; plasterboard and skim	86	m2	75	6,450
Skirting allowance	1	m2	1000	1,000
Internal Doors				
Supply and fix new doors with adjacent glass panel	7	nr	1000	7,000
Ceilings				
Make good ceilings where previous stud walls removed; certain areas removed and replaced	1	itm	2500	2,500
Walls				
Make good walls where partitions removed, behind secure reception & where new power / data to payment kiosk provided).	1	itm	1000	1,000
Flooring				
New Carpet / laminate flooring; allowed 50% of area as new	86	m2	70	6,020
Decoration				
Decorate throughout; walls, doors, ceilings	172	m2	20	3,440

Burton Customer Service Centre

Pozzoni Proposals_Ground Floor Plan Version 1

February 2018

	Quant	Unit	Rate	Total
M & E				
Alterations and extend power, lighting, data and notification system to new office	12	m2	200	2,400
New new power, lighting, data and notification system to Interview 1 and 2 & Secure Reception	27	m2	200	5,400
Ventilation to Interview rooms 1 & 2	1	itm	3000	3,000
Security / CCTV enhancements/panic alarms etc	1	itm	3000	3,000
Allowance for fire alarm enhancements	1	itm	3000	3,000
Power and data to new payment kiosk	1	itm	1000	1,000
FF&E				
New Payment Kiosk	1	itm	3000	3,000
New Chairs / Desks	1	itm	2500	excl
Perspex screens to customer service desks	4	itm	200	800
Signage	1	itm	1500	1,500
Supply and fix new 1100mm high reception desk with screen to protect monitors; to include hatch and gate.	1	itm	5000	5,000
New solid film to glass behind reception	5	m2	100	500
Misc				
Allowance for any works to BOH & power & data to managers desk	1	itm	1000	1,000
BWIC				
General allowance	1	itm	1500	1,500
Sub Total				£63,870
Preliminaries Allowance				12,774
Enhancement due to Working Hours etc				10,000
Total Construction Cost				£86,644